

**AUTHORIZATION TO ADMINISTER MEDICATION  
SHORT TERM**

**St. Jude Catholic School**

4820 Walbridge Street  
Rockville, MD 20853

Phone (301) 946-7888  
Fax (301) 929-8927

**Only non-parenteral medications are administered except in specific emergency situations.**

**TO BE COMPLETED BY PARENT/GUARDIAN**

**STUDENT INFORMATION:**

Name of student \_\_\_\_\_ Grade \_\_\_\_\_

Date of Birth \_\_\_\_\_ Allergies \_\_\_\_\_

**MEDICATION INFORMATION**

**PLEASE USE A SEPARATE FORM FOR EACH MEDICATION**

Name of Medication \_\_\_\_\_

Dose to be given \_\_\_\_\_ Time(s) to be administered \_\_\_\_\_

Medication is to be administered at St. Jude Catholic School: From \_\_\_\_\_ To \_\_\_\_\_

For New Medications: The first 24 hour dose(s) of this medication has/have been administered at home with no apparent reaction observed. Circle one Yes / No Last dose was given at \_\_\_\_\_

Specific instructions for administration (if necessary) \_\_\_\_\_

Please indicate any activity restrictions \_\_\_\_\_

**I hereby request and authorize St. Jude Catholic School personnel to administer the above medication. I agree to release, indemnify, and hold harmless St. Jude Catholic School and any of their staff members or agents from lawsuit, claim, demand, or action, etc. against them, for administering this medication to the student named above, provided their staff are following my guidelines as written above. I have read the procedures outlined on the back of this form and assume the responsibilities as required.**

**PARENT'S/GUARDIAN'S INFORMATION:**

Name \_\_\_\_\_  
(Please Print)

Signature \_\_\_\_\_

Date \_\_\_\_\_

## **INFORMATION AND PROCEDURES FOR MEDICATION ADMINISTRATION SHORT TERM**

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No medication will be administered at St. Jude Catholic School without the parent's/guardian's written authorization. Only medication that cannot be given outside school hours will be administered. This includes both prescription and over-the-counter medications.

This form is to be completed by the parent/guardian requesting Short Term administration of a non-prescription, over-the-counter medication for an acute illness or discomfort. Short Term administration (1 - 7 days) begins on the first day the medication is given at St. Jude Catholic School and up to six additional consecutive school days.

The medication must be delivered to school Health Room personnel by the parent/guardian or, under special circumstances, an adult designated by the parent/guardian. St. Jude Catholic School personnel will not administer medication brought to school by a child.

**Non-prescription, over-the-counter medication must be in the original container with the manufacturer's label and the safety seal intact. No other medications will be administered. The physician must appropriately label physician samples.**

**Under no circumstances will doses that exceed recommended amounts printed on the manufacturer's label be administered by St. Jude Catholic School personnel.**

The first 24 hours dosage of any new medication must have been given at home before it will be administered at St. Jude Catholic School. The parent/guardian is responsible for collecting any unused portion of a medication after the effective administration dates. Medication not claimed at the end of the school year will be discarded.

Self-administered medications are entirely the responsibility of the parent/guardian and not that of either St. Jude Catholic School or St. Jude Catholic School personnel. Students should not have medications in their possession while on the grounds of St. Jude Catholic School. Medications without the accompanying parent/guardian authorization will not be stored in the health room.